

**Regional Meeting Quorum Requirements**

Presented by Constitution and Administration Committee (CAC)

**Clarify Quorum Requirements for Regional Meetings,  
consequent to changes to  
Regional Executive Vice-Presidential election processes,  
and establishing Regional Policy**

**1. INTRODUCTION**

- 1.1. Commencement of election of Regional Executive Vice President (REVP) candidates at Regional Meetings requires application of formal voting processes aligned with Annual and Special Conferences.
- 1.2. The paper considers Quorum requirements for Regional Meetings.

**2. DISCUSSION**

- 2.1. The first round of election of REVPs at their respective Regional Meetings, in accordance with the election schedule, occurred in late 2023 and was reported to Conference 2024. Subsequent elections have occurred at Regional Meetings in 2024.
- 2.2. Agenda item A.6.2.6 of this Conference contemplates establishment of Regional Policy. The IFATCA Constitution and Administrative Manual (IAM) imposes a requirement for a quorum for any time at which, “...*Directors required to vote upon, or ratify a decision of the Federation.*” (IAM Part 2 *Administrative Policy and Bye-Laws, Chapter 1 General, Section 2 Definitions para 2.1.7 (pp47)*)

2.3. IAM Part 2 Administrative Policy and Bye-Laws, Chapter 1 General, Section 2 Definitions para 2.1.7 (pp47) defines “Plenary”:

*“2.1.7 Plenary: a session or sessions of the Federation requiring a quorum of all Directors required to vote upon, or ratify a decision of the Federation. Plenary sessions include, those identified as Plenary sessions at Annual Conference (including closed sessions), Special Conference, or Regional Meeting of IFATCA at which elections are conducted, or policy, procedure and guidelines of the Federation are determined by Directors. (Singapore 24.A.1)”*

2.4. It follows that any election or decision on behalf of the Federation conducted at a Regional Meeting requires a quorum to be valid.

2.5. The IAM states that:

- A quorum is required for valid vote (*Article V, Section 5*)
  - Not more than 25% proxies from the region can be used to establish the quorum (*Part 2, Chapter 2, Section 6, para 5.1 pp93*)
  - Proxies are not acceptable for voting for Executive Board Elections in Plenary sessions (*Part 2, Chapter 2, Section 6, para 6.2.5 pp98*)

2.6. If there is no quorum at a Regional Meeting, voting should be referred to Annual or Special Conference at which a vote of eligible Directors for the respective region will vote and report to Final Plenary.

### **3. CONCLUSION**

3.1. The IAM provides sufficient guidance to cover quorum requirements for all required voting processes, including elections and establishment of Regional Policy at Regional Meetings.

### **4. RECOMMENDATIONS**

4.1. That this paper be accepted as information only

### **5. REFERENCES**

5.1. IFATCA Constitution and Administrative Manual Version 69, 2024 per included references above

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